



Meeting MINUTES - 2025

6:00 PM Mar 12, 2025 | Location: NSCA Main Conference Room

Agenda

A. Call Meeting to Order (Chair, 6:04 pm)

1. Attendance Roll Call

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Present ▾	Absent ▾	Present ▾	Present ▾	Virtual ▾

- Approved ▾

B. Pledge of Allegiance (Chair, 6:05 pm)

C. Approval of the Agenda (Chair, 6:05 pm)

I move that we approve the agenda for the Mar 12, 2025 NSCA Board Meeting.

1st Motion: Ben Partridge ▾ *2nd Motion:* Jessica Garcia ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

- Approved ▾

D. Comments:

1. Public Comments

- Each presenter is limited to 3 minutes

Members of the public shall be allowed to address the Board by sending written comments to the Board Secretary at Tara.Jennings@newsunmitcharter.org, identifying the subject "PUBLIC COMMENT" in the subject line of the email. All comments must include the name of the person submitting the comment, as well as contact information. Comments sent in anonymously, or by someone who cannot be identified from his or her email address, will not be read at the Board meeting. Comments must be received by 12:00 noon on the day of the meeting. Written comments must be no more than 400 words (approximately 3 minutes), and must not contain profanity, must not reference student names, and must not defame any individual/s by name. Public comments that do not abide by these requirements will not be shared publicly.

2. Board Comments

- [Middle school students are excited for the upcoming dance!](#)

3. Executive Director Comments

- Staff Highlight:
 - [Ms. Sydnee Johanesen, MS](#)
 - [Mrs. Megan Steinhauser, Librarian](#)
 - [See details in the Staff Highlights document attached](#)
- Student Highlight:
 - [Middle School Students who participated in the Colorado High School Activities Association Solo and Ensemble Festival 2025](#)
 - [See details in the Student Highlights document attached](#)
- Executive Director Notes:
 - [Mrs. McClelland gave updates on Athletics participation; Career Fair and a potential Government Trip. She also gave updates on the budget for the new school year and the Charter School Facilities Assistance Grant. She gave a review of topics from the last EAC meeting.](#)
 - [Please see Executive Director Comments document attached](#)
- Mr. Gustafson commented:
 - [Possibly next week, look for information on the School Finance Act](#)
 - [State Budget is unbalanced and in disorder](#)
 - a. [There are bills passed with no funding stream](#)
 - [K12 is the 2nd largest item on the budget](#)
 - [State will be making big cuts, minimal pay raises, possible benefit cuts](#)

E. Consent Agenda/Written Reports (Chair, 6:34 pm)

1. Minutes from the [Feb 5, 2025](#) Meeting (Mrs. Jennings)
2. Enrollment & Waitlist Update (Mrs. Dean)
3. Facilities (Mr. Coppin)
4. School Events & Board Participation Opportunities (Mrs. Jennings)
5. SAC Updates (Mrs. Reissig)
6. Athletics Update (Mr. Kaloogian)

I move that we approve the Consent Agenda for the [Mar 12, 2025](#) NSCA Board Meeting.

1st Motion: [Ben Partridge](#) ▾ 2nd Motion: [Jessica Garcia](#) ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

Approved ▾

F. Information (6:35 pm)

1. Q2 & Q3 Dashboard Review (Mrs. Strawbridge)

Mrs. Strawbridge in at 6:35p.

- In Dibels:
 - The data shows an increase in 2nd grade scores and 4th grade scores with a stability in 3rd and 5th.
- In NWEA:
 - The data shows some students still lagging behind in Math, but this is consistent with national trends.
 - New Summit has shown a slight improvement, but it still hasn't reached our desired goal.
 - Winter testing results can vary based on pacing and the content covered during that time.
- Language Usage
 - Testing starts at 2nd grade, no Kinder or 1st.
 - The data shows that 2nd grade is performing below grade level, which is typical since this is their first assessment.
- Overall:
 - See presentation section "School-Wide Continuous Improvement
 - Administrators are analyzing the correlation between attendance and scores to provide evidence of their integral relationship
 - This presentation is shared with staff, added to the UIP and the Site Plan.
 - Mrs. McClelland affirmed Mrs. Strawbridge and Eduvero for their work on with the data

Mrs. Strawbridge was out at 7:02p.

2. 25/26 and 26/27 SY Calendar changes (Mrs. Reissig)

Administrators explored the possibility of adjusting the New Summit calendar—comparing Early Release Days to Late Start Days—to better align with the District Calendar and provide greater convenience for parents.

- Teachers were surveyed, the results were split.
- The SAC Committee was surveyed, the results were split.
- Finally, a survey was sent to our New Summit families for their feedback.
 - We received 227 responses which was statistically the best survey feedback we have received in 7 years.
 - 116 responses were against the change. The remaining 111 were varied responses.
 - Responses included:
 - Families have already adjusted to the current process

- They prefer the consistent wake up hours
- The change had other trickle down impacts
- The final decision is that it will stay as it is.
- ACTION: Mrs. McClelland & Mrs. Reissig will draft a communication to parents in response.

G. Discussion (7:00 pm)

1. 25/26 Development Budget Assumptions (Mr. Gustafson)

Per Mrs. McClelland:

- Enrollment numbers are low, and is consistent with state trends
- Currently working on:
 - April : Updating the Organization Chart, retention rates, returning students at 89%.
 - May : posting for necessary positions and the new fiscal year's employment contracts.
 - Building the budget based on the lowest number until we have a better idea of enrollment & state funding.

Per Mr. Gustafson:

- The School Finance act is delayed and we probably won't see it until April or May.
- We are currently at 613 students.
- We are preparing for only a \$253 per pupil increase where last year it was \$600.
- Regarding the Bond Covenants
 - We are in good shape with the bond required days cash on hand (45 days).
 - Because of enrollment drop, we are in the red for our Debt Service Coverage Ratio.
- Working on scrubbing other parts of the budget
 - Books & periodicals
 - IT (Promethean Boards)
 - Professional Development
 - Any consulting services
 - While having to increase Bldg Maintenance, utilities and marketing
- The next step is the proposed Balanced Budget

H. Action (7:42 pm)

1. 25/26 Student Fees

I move that we approve the SY 2025/2026 Student Fees as presented.

1st Motion: **Ben Partridge** 2nd Motion: **Jessica Garcia**

Discussion: **None**

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes	Absent	Yes	Yes	Yes

Approved

2. KDB - NSCA Policy - Public Right to Know

I move that we approve the KDB-NSCA Public Right to Know Policy as presented.

1st Motion: **Ben Partridge** 2nd Motion: **Jessica Garcia**

Discussion: **None**

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes	Absent	Yes	Yes	Yes

Approved

3. D Policy Revisions

I move that we approve the 13 Financial Policies, also referred to as the D Policies, individually listed below, each as presented.

- DB-NSCA Annual Budget
- Budget Development Process and Calendar
- DBE-NSCA Budget Projections
- DD-NSCA Grants
- DDA-NSCA Donation Financial Policy
- DGB-NSCA Check Writing & Signing Policy
- DIB-NSCA Deposit Handling
- DIC-NSCA Internal Financial Controls
- DID-NSCA Capitalization Policy
- DJ-NSCA PCard Policy
- DKA-NSCA Payroll Policy
- DKC-NSCA Travel, Expenditure & Reimbursement
- DN-NSCA Disposal of Property

1st Motion: **Ben Partridge** 2nd Motion: **Tina Leone**

Discussion: **None**

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes	Absent	Yes	Yes	Yes

Approved

4. JG - NSCA Enrollment Policy Update

I move that we approve the JG - NSCA Enrollment Policy update as presented.

1st Motion: **Ben Partridge** ▾ 2nd Motion: **Tina Leone** ▾

Discussion: **None** ▾

Discussion Comment: Mrs. McClelland gave a brief summary of the revisions.

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

Approved ▾

I. Adjourn (Chair, 7:51 pm)

I move that we adjourn the **Mar 12, 2025** NSCA Board Meeting.

1st Motion: **Ben Partridge** ▾ 2nd Motion: **Michelle Ruehl** ▾

Discussion: **None** ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

Motion Action: ▾

Scribe

Tara Jennings